

**Safety/Hazmat Committee Meeting**  
**October 22, 2013**  
**1:00 pm**

*Present:*

*Joe Balestreri*  
*Nicole Boyer*

*Tim Flood*  
*Anne McCown*

*Victor Perry*  
*Lori Senini*

**The committee met and discussed the following action items:**

- **Injury Report**— Employee injuries for September and October. Cuyamaca had cumulative trauma injury/repetitive motion injury. Seven injuries occurred at Grossmont, hand laceration from utility knife. Bee sting to hand, bee sting in August...is it bee season? Yes. Closed finger in door, cut and fracture. Allergic reaction while performing work duties. Industrial Hygienist will visit the office to follow up. Nursing intern needle stick, one occurred last month as well. Trip and fall in parking lot. Ken followed up on safety of the parking lot, all was in good condition. Instructor was injured by a skateboarder in walkway near the parking structure. Vic asked if this one was transported via ambulance.
- **Safety Training/Inspections**— Safety inspections have been tabled for the first of the year beginning 1/1/14. Electrical safety monthly training will be sent out November 1<sup>st</sup>. Forklift training will be completed for train-the-trainer. Anne asked who will determine the person that will be designated as the trainer. Tim Flood added Ron Adams may be designated for Grossmont trainer.
- **Earthquake Drill**— Large fire drill at Cuyamaca and a large earthquake drill at Grossmont. Anne mentioned that we had visits from paramedic from El Cajon and City of San Diego at the same time. It was determined that they were there for two different incidents. In Building 10, the alarm didn't shut off during the earthquake drill, but that was only a small glitch.
- **First Aid/AED**—First aid kits have been ordered and distributed for Grossmont and District. We did not receive the order confirmation from Cuyamaca. The order for a few new AEDs on both campuses was discussed. Tim Flood requested an additional AED for the Administration Building and for Student Services and two for west side of Grossmont campus. Tim Flood requested additional quotes. Nicole Boyer will obtain additional quotes. Also, Nicole will follow up with Bruce to inquire if Cuyamaca is in need of additional AEDs.
- **Emergency Response Training**—Emergency response training for those on campus will be scheduled soon. Sheriff department will respond to all emergency calls. At Cuyamaca, Deputy Kelly is working with Arleen Satele. Grossmont Deputy Goran is working on his outline for the training for emergency response. There was a sprained ankle, none of the issues were transported. Vic will follow up.
- **Fire Extinguishers**—Portable fire extinguishers-they need to be checked on a monthly basis. Anne provided the section Cal-OSHA general industry safety orders that illustrate the fire extinguishers need to be visually checked on a monthly basis.
- **Hazmat/Universal Waste**— MSDS online has not made progress from where it was last month. The Hazardous Waste Program received an unauthorized expense from Cuyamaca. Bruce Farnham and Ken Emmons are the contacts for universal waste disposal. Either Bruce or Ken will be able to assist if a department has a universal waste disposal request and they will route the request through our Hazardous Waste Program. Custodial and electrical staff at Grossmont, for universal waste and custodial staff at Cuyamaca. The Universal Waste Program, both cost and operations, is now the responsibility of each campus. The second Universal Waste training will be conducted on November 5, 2013 at Grossmont and November 8, 2013 at Cuyamaca.
- **Driving on Campus/Skateboards on Campus**— Cart safety rules will be updated by committee. Anne suggests adding a second page to the Cart Rules to include additional items. The committee has been asked to provide their input for updates. One thing to add will be: keep all body parts in the cart; no children shall be given rides. Anne will send out the draft for our review. Vehicles on campus: can move forward with one-by-one. We can ask El Cajon to have the ordinance modified to include Grossmont College. They have to go to court then go to evidence downtown to get their items back. The president will approach the District (Board) and the Board will have to ask the city of El Cajon to update their ordinance. Tim Flood added that president's cabinet asked for signs right away. Tim Flood requested a copy of the draft to Tim Flood and Arleen Satele to president's cabinet, then to DCEC. In the meantime, signage has been requested.

Meeting adjourned 2:24 pm.

**NEXT MEETING: November 19, 2013 District Annex Conference Room 1:00-2:30 pm.** Any questions regarding the above topics, or to include additional agenda items for the next meeting should be routed to Anne McCown at [Anne.McCown@gccd.edu](mailto:Anne.McCown@gccd.edu).